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Virginia Center for Onsite Wastewater Training

Southside Virginia Community College Occupational/Technical Center
1041 West 10th Street
Pickett Park (Fort Pickett)
Blackstone, Virginia 23824

Vision Statement:

Comprehensive understanding of onsite wastewater practices across Virginia

Mission Statement:

Provide education and training to ensure effective onsite wastewater systems, maintain water quality, and protect public health.

Minutes of the VCOWT Steering Committee
13 April 2007

Core Group Members Present:

Tom Joy, Chair	VDH / Blacksburg	Thomas.Joy@vdh.virginia.gov
Jim Bowles	VDH / Lynchburg	Jim.Bowles@vdh.virginia.gov
K.R. Trapper Davis	CPEG / VOWRA / NOWRA Rep	krdavis@cpegllc.com
Jay Duell	VDH / Western Tidewater	Jay.Duell@vdh.virginia.gov
Ed Dunn	VDH / Piedmont	Ed.Dunn@vdh.virginia.gov
Jamie Hawley	VDH / Piedmont	Jamie.Hawley@vdh.virginia.gov
Anish Jantrania	VDH / Richmond	Anish.Jantrania@vdh.virginia.gov
Danna Revis	VDH / Richmond	Danna.Revis@vdh.virginia.gov
Tom Reynolds	SVCC Rep	tom.reynolds@sv.vccs.edu
Karl Rudolph	VDH / Stafford	Karl.Rudolph@vdh.virginia.gov

Core Group Members Absent:

Peter Hunt	SVCC Rep	Peter.Hunt@sv.vccs.edu
Beth Manghi	VDH / Chickahominy	Beth.Manghi@vdh.virginia.gov
Douglas Phillips	SERCAP Rep	DPillips@SERCAP.org

Associate Group Members Present:

N/A

Associate Group Members Absent:

N/A

Other Attendees:

Jeff Hasson	Hasson Excavating Co., Inc	jeff@hassonx.com
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Meeting opened at: 10:30

Committee Reports:

Master List Committee: Beth Manghi – No Report

Site Development Committee: Trapper Davis – In playing with the site development plan / Erosion & Sedimentation plan via CAD, recommend we reduce the size of the demonstration lots from 100' x 100' to 50' x 50' which allows

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running 4 sites off of one power pedestal. Also, let's think about water capture from the existing barracks using a cistern to supply the raw water needs for the treatment system(s). By using a cistern, this also gives us a training aid / demonstration unit as cisterns are an approved and available water source in the western part of the state.

Old Business:

- By-Laws. We were going to accept the by-laws two meetings ago, which was postponed. Main changes made were:
 1. Membership of the Core Group was raised to 16 members.
 2. Soil scientist position made part of the 9 VDH positions.Discussion: Remove Soil Scientist seat from Core Group; return Bylaws to former wording. Tom Joy will make needed changes. Copy of the revision to the proposed by-laws to be sent via Email.
Motion – Jim Bowles - Delay voting on the by-laws until the May meeting.
2nd Jamie Hawley.
Passed

- Posting schedule of courses and description of courses on the SVCC Web Site.
Tom Reynolds – no progress. Only course listed at the current time is Anish Jantrania & Bennett Burkes's program being offered in June. No firm schedule received to update for any classes following June 2007.

Discussion centered around trying to firm up a schedule of classes for the remainder of 2007.

1. Wastewater 101 (ENV-195) – Anish Jantrania & Bennette Burks – for June
2. July
3. CAD Class offered last year. Return for fall? Trapper Davis? Try to have some idea of schedule by May 2007. Offer the training in August? Contact EZ CAD regarding obtaining permission for trial versions for training.
4. Pump & Controls Course – Tom Joy – scheduled for September.
5. Inspections Program – Dana Revis / Trapper Davis - October? Check with Dana regarding schedule and VOWRA Conference.
6. Wastewater 101 (ENV-195) – Anish Jantrania & Bennette Burks – for November.
7. Peter Brooks discharging course? Reportedly sent information to Anish Jantrania. Add separate module for permitting and monitoring. Someone from DEQ to participate? Planned for December?

Tom Joy responsible for confirming the schedule of classes and making it presentable for inclusion on the web site.

- Three bids / proposals for grubbing and final grade have been received. These are under review at VDH Richmond.
- Ways to improve the registration process? Currently participants / students contact the center, the center sends registration package, and package is sent back to the center.
 1. Make it all available online? – Need to track number of registrants. Doing registration online goes through the central admissions office and is not tracked at the center. At a minimum, include an email link for registration.
 2. Dedicated VCOWT Telephone Number?
- Tom Reynolds was supposed to ask the SVCC Advisory Board regarding accepting multiple entity members? No answer.

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New Business:

- SVCC is having an open house, Thursday, 19 April 2007 from 1300 to 1800 to demonstrate what the SVCC is doing with the training center (Truck driving school and VCOWT).
- Tom Joy – VCOWT directed to Exhibit in the South West VA on September 5, 2007 by the Director of OEHS? This is a one day seminar on decentralized systems. Is there a backdrop available? Or can VCOWT purchase a backdrop. Banner? Slide show? Brochure? Logo? VCOWT needs to develop a presentation booth for statewide presentations. Jim Bowles tasked with following up on Brochure and Logo.
- Letters to Vendors – VCOWT is in the business of accepting donations for equipment, etc. How do we (VCOWT) accept donations? Is there liability in accepting donations? Can we by law accept donations? SVCC accepts donations (cash and equipment) and has the proper forms and knowledge to handle such. Can VCOWT accept equipment & cash donations through SVCC Foundation and is there any liability? Have referenced this issue to Nelson Daniel (Assistant Attorney General) for his review and opinion.
- Proposed Committees:
 1. Set up a committee for scheduling and to convert the VDH basic program and school into two day programs for the center? Dana Revis as chair?
Motion – Jim Bowles - Have the onsite training committee chaired by Jay Duell review this program instead of creating a new VCOWT committee.
2nd Jamie Hawley
Passed
 2. Research Committee – to develop research projects that would mesh with the resources available at VCOWT. - Tabled
 3. Online Training Courses? – Danna Revis and Jim Bowles have been researching this aspect for VDH Training. Problem has been gaining access to the software of the community colleges through a state server to review the courses. – Tabled
 4. Outreach to other Organizations – try to get other organizations other than those actively participating (VOWRA & SERCAP) to participate in the training center. Some such organizations could / would be VEHA, Well Drillers Assoc., Builder's Assoc. Create a letter describing VCOWT and how an association or organization can participate in the development of the programs and the training center. – Tabled (AJ/JB)
- Recommend twice a month, put out a mass generic email reminding everyone about VCOWT and to check for new course listings.
- Review of VCOWT slide presentation for VA Beach Manager's Meeting, 25 April 07.
 1. Add the mission & vision statements to the presentation
 2. Talk about registration and snapshot of the SVCC / VCOWT web site.

Adjourned 12:30